

# FAYETTE COUNTY PUBLIC SCHOOLS

## School Bus Monitor Position Description

*The Fayette County Public School System does not discriminate on the basis of race, color, religion, sex, national origin, age or disability in any of its employment practices, educational programs, services or activities.*

<b>WORK LOCATION:</b>	Transportation Department	<b>FLSA STATUS:</b>	Non-Exempt
<b>REPORTS TO:</b>	Special Needs Supervisor	<b>WORK CALENDAR:</b>	180 Days
<b>SALARY:</b>	Salary based on Fayette County Public School System hourly pay rates for non-benefited positions	<b>APPROVED (Board):</b>	November 2004
		<b>REVISED:</b>	September 2023; September 2022; June 2019; February 2018

**SUMMARY:** Maintains behavioral discipline and focuses on the special needs and safety of students being transported on school system buses.

### ESSENTIAL FUNCTIONS:

1. Demonstrate prompt and regular attendance
2. Ride assigned school bus route at specified times with school bus driver
3. Be knowledgeable of student's needs, names, parents, bus stops, etc.
4. Maintain confidentiality of student medical needs/information
5. Monitor students while loading and unloading bus
6. Monitor and maintain student behavior while on the bus
7. Learn and use all special equipment needed and used by students
8. Ensure that all students and equipment are properly secured before and throughout the bus ride
9. Provide first aid care, as required
10. Be fully aware of daily bus route and provide directions to driver, as needed
11. Know emergency evacuation procedures and assist in disembarking students in emergency evacuation situations
12. Attend training sessions and meetings as required
13. Cooperate with all personnel involved with the education and transportation of students
14. Perform other duties as assigned and allowable by intended program

### REQUIRED QUALIFICATIONS:

Eighteen years of age or older  
Excellent communication skills

### PHYSICAL DEMANDS:

Ability to lift and/or exert up to 50 pounds of force; extend hands and arms in any direction; push and pull objects; bend and stoop; execute substantial movements/motions of the wrists, hands and/or fingers; use of all senses; tolerate a work environment which includes extreme temperatures and prolonged periods of sitting. Vision, hearing and verbal communications are essential functions of this position.

Pass a pre-employment agility test and subsequent annual agility test each year thereafter

### PREFERRED QUALIFICATIONS:

High school diploma or state approved high school equivalent

**REQUIRED DUTIES & RESPONSIBILITIES:**

Employee must be able to satisfactorily perform each essential function of the position. When appropriate, reasonable accommodations will be provided to afford persons with disabilities an opportunity to perform the essential functions of the position. Employees are expected to attend all required meetings as approved by the supervisor. Employee will adhere to the Georgia Professional Standards Commission's Code of Ethics for Educators, all Fayette County Board of Education policies, administrative regulations, school system procedures, and all other applicable professional performance criteria. Maintenance of criminal history check is required for all employees.